

Maryland Department of Health
Center for Healthy Homes and Community Services
Youth Camps

Archery Safety Plan

Purpose

The purpose of a written safety plan is to inform camp staff and volunteers what actions to follow to ensure each camper's safety while running archery programs. The Specialized Activity must be conducted according to the safety plan.

Training

Staff and volunteers must receive training in the archery safety plan. Training must include an opportunity to discuss the plan and ask questions.

Knowledge and Conduct

Staff and volunteers must know and follow the archery safety plan procedures.

- Describe the training: what/where/when. Document that each staff/volunteer was trained before camp and knows the safety plan.

Availability

A copy of the archery safety plan must be available to the camp staff. The archery safety plan must be on file in the headquarters or office of the camp.

- Where are copies of the safety plan kept?
- Do staff/volunteers receive a copy?

Writing an Archery Safety Plan and Procedures:

Provide the following information:

1. What are the health and safety risks of the activity?
2. What minimum staff qualifications are required for the activity?
3. Describe staff responsibilities for each staff position, from Counselor in Training, (CIT) to Director. When activity is not on camp premises, a director (an individual who is 21 years old or older and has at least 24 weeks of supervisory experience) must accompany the activity.
4. How is the target range located, so as to protect campers from wandering into the field of fire while engaged in other camp activities?
5. How will the direction of fire be oriented to minimize a shooter being blinded by the sun?
6. How will signs be posted to prevent the accidental entry into the field of fire?
7. How will shooters be stationed relative to each other?

8. Is there an established ready line at least 10 feet to the rear of the firing line?
9. Does the range area have at least 50 yards of clearance, or an archery net behind each target?
10. When different archer-to-target distances are required for a group that is shooting:
 - (a) Will one common shooting line be used?
 - (b) Are the targets set at a distance from the shooting line that is appropriate for the skill level of the camper?
11. Is there a common shooting line with a ready line marked behind it?
12. How will you ensure that only archers ready to shoot are on the firing line, and anyone waiting to shoot remains, behind the ready line?
13. How will you ensure that an individual stays behind the firing line at all times, except when ordered by the instructor to retrieve a target or arrow?
14. How are campers to be instructed before taking part in the activity?
15. How will the equipment be controlled, maintained and stored when not in use?
16. What protective equipment will be provided for safety?